



Wisconsin CARES About KIDS
WI Support Collections Trust Fund

How Does Direct Deposit Work?

- You must have your own or a joint checking or savings account at a bank or credit union.
- Wisconsin Support Collections Trust Fund (WI SCTF) deposits money into your personal account.
- Direct Deposit funds generally are available two business days from the date the WI SCTF processed the payment.
- You can check your payments:
 - * On-line at childsupport.wisconsin.gov
 - * Contact your bank or credit union
 - * Call the WI SCTF
414-615-2400 (metro Milwaukee)
800-991-5530 (outside Milwaukee)
877-209-5209 (TDD)

Para traducción en español de este folleto, llame a WISCTF a los números de teléfono anotados arriba o baje una copia de Internet en: dcf.wisconsin.gov/bcs/pdf/dd_s.pdf.

Fill out the required **Authorization Form** on the reverse side of this brochure and mail to:

WI SCTF
P.O. BOX 07914
Milwaukee, WI 53207-0914

When we receive your signed authorization form, we will implement Direct Deposit immediately. Direct Deposit will continue until you stop or change this service.

If you do not sign up for direct deposit a debit (check) card will be issued to you.

Thank you for your cooperation.

Child Support Direct Deposit



DIRECT DEPOSIT

- **Saves You Time -**
No waiting in line at your financial institution
- **Is Confidential -**
A check passes through many more hands
- **Is Convenient -**
Don't have to be there for money to be deposited
- **Offers Greater Security -**
No lost or stolen checks

WI SCTF
PO Box 07914
Milwaukee WI 53207-0914



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TEL: 800-991-5530
414-615-2400
TDD: 877-209-5209

Authorization Form: Direct Deposit

Please print and **complete ALL the information below.** We **WILL NOT** process forms with missing information.

Name: _____

Address: _____

City/State/ZIP: _____

Daytime Telephone: (____) _____

Home Telephone: (____) _____

Your Child Support PIN Number: _____

(Contact your Child Support Agency if you do not know your PIN)

Social Security Number: _____

Bank Routing Number: _____

(See sample check or contact your bank for the routing number)

Bank Account Number: _____

(See sample check or contact your bank for the account number)

Account Type: ☐ Checking ☐ Savings (Check One)

Bank Name: _____

Bank City/State: _____

I want to: ☐ Sign up for Direct Deposit ☐ Change My Account ☐ Cancel Direct Deposit (Check One)

Note: By signing this form you authorize the WI Support Collections Trust Fund (WI SCTF) to initiate payments to the above account. You may check the date your payments were processed by the WI SCTF online at childsupport.wisconsin.gov or by calling the WI Support Collections Trust Fund at the phone numbers listed above.

It takes at least 2 business days from the date the WI SCTF processes your payment for your bank or credit union to credit a direct deposit payment to your bank account. It is very rare, but there might be further delays in the direct deposit of support payments. We recommend that you confirm the direct deposit with your financial institution to be sure the deposit transaction is complete.

You are responsible for ensuring that there are adequate funds in your account before withdrawing funds. The Department of Children and Families and its vendors are not liable for overdraft fees and charges.

Please sign and date this form, then mail it to the address at the top of the form.

Signature: _____

Date: _____

(R. 8/2008)

Important
You **must** include a copy of your check showing the account and routing numbers.
Write "Void" across your check

~ Sample Check ~

Your Name _____

Pay to the order of _____ **VOID** _____

1:000000000000: 000000000000: 0000

Routing Number Account Number

Office Use Only: Sent By: _____ Date Received ____/____/____ Entered By: _____